



DEPARTMENT OF THE ARMY  
ECHO BATTERY, 1-19<sup>TH</sup> FIELD ARTILLERY BATTALION  
6017 NORTHEAST BESSINGER ST.  
FORT SILL, OKLAHOMA 73503-6200

03 December 2014

Dear Family Member,

I am Captain Michael Willis, your Soldier's Commander in the United States Army. On behalf of the Drill Sergeants of Echo Battery, 1-19<sup>th</sup> Field Artillery Battalion, I would like to wish you Happy Holidays and a safe New Year. We know that you are eagerly awaiting the return of your Soldier for Holiday Block Leave. This leave privilege is an important opportunity for your Soldier to relax and be with their family and friends. We ask that you assist us with ensuring your Soldier remains safe while on leave and returns to the unit on time ready to train.

Holiday Block Leave starts at 6:00 a.m. on December 18, 2014, and ends January 2, 2015. It is mandatory that your Soldier return no later than 8:00 p.m. January 2, 2015 in order to continue training on time. Your Soldier has a return ticket and it is his/her responsibility to make it back on time. If your Soldier fails to return, he/she will be listed as absent without leave (AWOL). This is a violation of the Uniform Code of Military Justice, which carries consequences that will follow them for the rest of their military career and life.

In the event of a travel related situation that prevents your Soldier from returning as scheduled such as weather delays or cancelled flight, please contact the Battalion Staff Duty at **(580)442-1300**. You should also contact the Battery First Sergeant or me at 580-442-1403. Should an emergency arise such as a death in the immediate family, you should notify us through your local American Red Cross office who will in turn contact me.

If your Soldier requires emergency medical care, he/she should go to the closest treatment facility with their identification card. For any routine type medical issues your Soldier must call the TRICARE number (1-888-647-6676) within their specific region. The region designation and corresponding numbers are listed on the Holiday Block Leave contact card provided to your Soldier prior to departing Fort Sill.

If you have any questions, please feel free to e-mail First Sergeant at [Melissa.a.calvo2.mil@mail.mil](mailto:Melissa.a.calvo2.mil@mail.mil) or myself at [michaelwillis27@gmail.com](mailto:michaelwillis27@gmail.com) or call my office at 580-442-1419. (this is a government phone number and cannot receive collect calls). If you cannot reach any Battery personnel via phone, you may e-mail me in the event of an emergency. If you are unable to contact myself or the First Sergeant during Holiday Block Leave, please call the Stay-Back Battalion Officer in Charge at 580-442-1300.

The support of family and friends is vital to the success of all Soldiers. Encourage your Soldier to continue training hard in order to achieve the goals they set prior to entering the Army. Have a safe Holiday Season and we look forward to continuing training with your Soldier upon their return.

Sincerely,

MICHAEL D. WILLIS  
CPT, FA  
Commanding